

**Jewett City Department of Public Utilities  
Board of Commissioners  
Meeting Minutes  
June 10, 2020**

The regular meeting of the Board of Public Utilities Commissioners was held via telephone conference in the office of the DPU on Wednesday, June 10, 2020, at 4:30 pm.

Due to the continued circumstances of the COVID-19 virus pandemic in the State of Connecticut and Governor Lamont's order still standing that no one is to meet with over five persons in the same room with no less than six feet apart, the meeting was held by telephone conference. A roll call was taken by telephone. Chairman Demicco called the meeting to order with Comm. Throwe and Comfort present. Also, on telephone conference was Timothy Sharkey, Borough Warden; and Kenneth S. Sullivan, Director of Utilities and the secretary in the Board room.

**AGENDA #2 APPROVE THE MINUTES OF THE REGULAR MONTHLY BOARD MEETING HELD ON MAY 13, 2020:**

Comm. Comfort made the motion to accept and approve the minutes of the regular monthly board meeting held on May 13, 2020 as written and presented prior to the meeting. The motion was seconded with all in favor.

**AGENDA #3 READING OF COMMUNICATIONS:**

Director Sullivan informed the Board that the annual statement from Reliance Standard Life Insurance Company regarding our pension plan was enclosed for their information.

He also stated a copy of the quarterly dividend check was received from Virtus on shares held for some pension funds they hold for us.

**AGENDA #4 REPORTS OF OTHER COMMISSIONERS:**

Chairman Demicco stated that he attended the Borough Warden and Burgesses meeting via telephone conference. Director Sullivan stated that he also attended and mentioned to the attendees that regarding the Waste Water Treatment Division if infrastructure was not built within eighteen months of the last rate increase, we would be facing another increase around January 2021.

**AGENDA #5 DISCUSS AND TAKE APPROPRIATE ACTION ON UPDATE LANGUAGE TO METER DEPOSITS POLICY:**

Director Sullivan explained the enclosed amended policy. Comm. Comfort made the motion to approve the amended policy as presented and written. The motion was seconded with all in favor.

**AGENDA #6 SEWER UPDATE:**

Director Sullivan stated that everything was running well at the WWTP.

Director Sullivan also informed the Board that an employee injured their wrist while working at the WWTP and has gone for his initial doctor's visit. He stated that he would have a conversation with the employee as what path will need to be taken. He stated that he will keep the Board informed of with regard to this situation.

**AGENDA #7 OTHER BUSINESS:**

Director Sullivan informed the Board that we've been working on the Electric Division Budget from CMEEC's forecast of revenues. He explained that the new PPA rate and fund shortfall would need to be funded through our Rate Stabilization Fund.

Director Sullivan stated, "Due to rising Transmission and Capacity rates, CMEEC Fixed Costs increasing, combined with fewer kwh sales due to the current pandemic to spread those increased in costs over, the PPA at the Jewett City DPU will have the need to change from the present PPA value of 1.855 cents per kwh to a new price of 2.6 cents per kwh.

That PPA increase would represent an approximate 4.7 % rate increase and I am not comfortable with that. As a result, I would propose that we increase our PPA to 2.23 cents per kwh (which splits the difference). I would also propose that I lower my billing rate from CMEEC and fund the shortfall out of our Rate Stabilization Fund.

Capacity rates (which are part of the above-mentioned increase in fixed costs), are expected to drop in June of 2021, and accordingly, it is thought that the PPA situation will be commensurately lowered next year."

After some discussion, Chairman Demicco made the motion to approve the funding of the shortfall in the PPA and lower the billing rate as proposed above from our Rate Stabilization Fund for Fiscal Year 2020-21. The motion was seconded with all in favor.

Director Sullivan stated that a special meeting was needed to approve the Electric Division Budget and after some discussion all agreed to set a Special Meeting on Wednesday, June 24, 2020, at 5:00 pm.

**AGENDA #8 ADDRESS PUBLIC CONCERNS:**

Warden Sharkey thanked Director Sullivan for the way he took care of the gentleman on Faust Street with his tree issue.

It was mentioned that there were no outages during the wind storm that came up several weeks ago.

Warden Sharkey asked Director Sullivan about the sewer manhole covers on Main Street. Director Sullivan stated that the issues would be corrected when the asphalt is laid down.

With no further business to come before the Board, Chairman Demicco made the motion to adjourn the meeting at 4:52 pm. The motion was seconded with all in favor.

Respectfully submitted,

Debra L. Bingell  
Secretary to the Board